



HAWAII KAI NEIGHBORHOOD BOARD NO. 1

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REGULAR MEETING MINUTES TUESDAY, OCTOBER 27, 2015 HAHAIONE ELEMENTARY SCHOOL CAFETERIA

CALL TO ORDER: Chair Greg Knudsen called the meeting to order at 7:01 p.m. with a quorum of 11 members present. Note: This 15-member Board requires eight members to establish a quorum and to take official Board action.

Board Members Present – Paige Altonn, Robert Clark (appointed at the meeting), René Garvin, Marian Grey, Natalie Iwasa, Carol Jaxon, Greg Knudsen, Liza Lockard, Carl Makino, Roberta Mayor, Elizabeth Reilly, Lasha-Lynn Salbosa, Herb Schreiner (arrived at 7:10 p.m.), and Britney Taamu-Miyashiro (arrived at 7:09 p.m.).

Board Members Absent – Maxine Rutkowski.

Guests – Senator Sam Slom, Senator Laura Thielen, Tyler Humphries (Representative Gene Ward's Office), Tim Houghton (Mayor Kirk Caldwell's representative), Councilmember Trevor Ozawa, Michele Nagamine (Councilmember Trevor Ozawa's Office), Firefighter III Kenneth Young (Honolulu Fire Department), Sergeant Cyrus Hanuna and Maurice Asato (Honolulu Police Department), Rian Adachi (Board of Water Supply), Guy Yamamoto (Hawaii Kai Golf Course), Ronald L. Todd Carle (Hawaii Kai Boat Club), Carl Shaad, Alan Wolensky, Michael Fargo (Island Water Sports), Erik Rutka, Vance Lime, Chelsea Chae, Pam Weiant (Malama Maunaloa), Rik Papa and Paul Shinkawe (Hokupaa Homes), Lisa Bishop and Bob Kern (Friends of Hanauma Bay), Makani Christenson, Videographer (DVDmodo), and Jordan Ozaki (Neighborhood Commission Office).

VACANCY

Subdistrict 1: Robert Clark announced his interest in filling the subdistrict 1 vacancy. Clark noted that he has been serving as Subdistrict 1's elected representative for 22 years, but that he was removed because the Neighborhood Commission Office (NCO) failed to administer the 2015-17 oath of office to him.

Comments followed:

- Agenda Item Request: Iwasa requested that the oath of office be placed on the agenda in the months of July and August during the start of each new term.
- Appointment: Knudsen noted that it is the responsibility of the member to take the oath of office and spoke against the appointment of Clark. Reilly spoke in favor of appointing Clark. Grey spoke against the remarks made by Chair Knudsen.

Britney Taamu-Miyashiro arrived at 8:09 p.m. **12 members were present.**

Herb Schreiner arrived at 8:10 p.m. **13 members were present.**

Grey moved and Reilly seconded the nomination of Clark to fill the vacancy in subdistrict 1.

Clark was APPOINTED, 12-1-0, (**AYE**: Altonn, Garvin, Grey, Iwasa, Jaxon, Lockard, Makino, Mayor, Reilly, Salbosa, Schreiner, Taamu-Miyashiro; **NAY**: Knudsen; **ABSTAIN**: none)

Chair Knudsen called a recess at 7:12 p.m. The neighborhood assistant verified Clark's residency and administered the oath of office. **14 members were present.**

The meeting was called back into order at 7:13 p.m.

CITY MONTHLY REPORTS

Honolulu Fire Department (HFD): Firefighter III Kenneth Young reported the following: September 2015 Statistics: 1 structure fire, 11 activated alarms, 80 medical emergencies, 4 motor vehicle crashes, 5 mountain rescues, 5 ocean rescues, 2 hazardous materials incidents, and 0 wildland, nuisance, or cooking fires.

Comments followed: Emergency Vehicles: Iwasa applauded recent public service announcements (PSA) about emergency vehicles on KHON, and suggested a PSA on motorists and emergency vehicles at intersections.

Honolulu Police Department (HPD), District 7: Lt. Maurice Asato circulated a handout and reported the following:

- September 2015 Statistics: 2 motor vehicle thefts, 3 burglaries, 13 thefts, and 26 unauthorized entries into motor vehicles (UEMVs); a total of 6,526 calls for service.
- Halloween Safety Tips: Tips on Halloween Safety were attached to the handout.

Comments followed:

1. Unmarked HPD Vehicles: Garvin asked about an unmarked HPD truck with a siren and blue lights inside the cab. Lt. Asato said HPD canine division trucks are the only ones with blue lights inside their cabs. He added that HPD has no vehicles with blue lights inside the grill.
2. Move-Over Law: Lt. Asato clarified for Iwasa that the move over law is applied depending on the situation. Iwasa asked for clarification on the law.

Board of Water Supply (BWS) – Rian Adachi reported the following:

- Water Main Breaks: There were no main breaks in September 2015.
- Watershed Protection: Stay on hiking trails to prevent the destruction of native plants. Participate in projects that remove invasive plants. Conserve water to reduce the need to use ground water.

Comments followed: Commercials: Reilly commented on the clever BWS commercials.

COMMUNITY ANNOUNCEMENTS:

- Project Vote Smart: Garvin made flyers available on Vote Smart, a non-partisan organization that collects and distributes information on candidates for public office in the United States.
- Keawawa Wetland Community Work Day: Reilly announced the Keawawa Wetland community work day on Saturday, November 14, 2015, from 8:30 a.m. to noon.
- Kamilonui Valley: Reilly announced a workshop in Kamilonui Valley on Saturday, November 14, 2015. Iwasa noted that rains have brought damage to Kamilonui Valley. The Board and the community is able to visit the valley to discuss concerns.
- Hokupaa Homes: Rik Papa distributed informational brochures and updated the Board on the progress of Hokupaa Homes. Papa noted construction is estimated to begin in the first quarter of 2016. Chair Knudsen commented on the chain-link fence erected between the end of Mokuhano Street and the Hawaii Kai Golf Course, despite the Board's request to keep that path area open. Papa replied that the fence was erected on the development's property for safety reasons, and due to conversations with the adjacent neighbor. Papa responded to Salbosa's question about dust from construction, noting there will be management practices to control the dust during active construction.
- Hawaii Kai Boat Club: Todd Carle from the Hawaii Kai Boat Club spoke about the recent accolades of the youth sailing team. The team will compete in the 2015 O'pen BIC World Championships in Australia.

PUBLIC-GENERATED ISSUES: Hanauma Bay: Bob Kern, from Friends of Hanauma Bay (FOHB) raised concerns about the transparency and effectiveness of the Hanauma Bay Advisory Committee, created by the Department of Parks and Recreation (DPR). FOHB will be installing Lisa Bishop as the new President.

PRESENTATION: Pam Weiant from Malama Maunalua introduced Imua Maunalua, a community-based marine planning project for the future of Maunalua Bay. Weiant reported the following: The Imua Maunalua Community Planning Team will be comprised of representatives from 28 community groups from the region, who are committed to working together to restore the health of Maunalua Bay and offer management recommendations. Imua Maunalua is seeking nominations for the Community Planning Team until Friday, October 30, 2015. Each community group will choose two representatives from the nominees to serve on the Community Planning team. Visit www.imuamaunalua.org.

Questions, comments, and concerns followed:

1. Goal: In response to a question about goals of the planning team, Weiant noted the team should create recommendations, which may include best management practices.
2. Malama Maunalua: A resident raised concerns about transparency, special interests, and the involvement of Malama Maunalua in deciding nominees for the planning team. Weiant noted that Malama Maunalua is not involved in the selection of the planning team, and an outside facilitator will assist the groups in the selection of individuals for the planning team.
3. Selection and Nominations Process: Weiant clarified the selection process for Altonn, and explained there will be two people per user group to sit on the planning board. The nominated individuals will receive a notification of nomination, and the nominator will receive a confirmation. The two people who are chosen to represent each group will be decided amongst each group.
4. Website: Reilly and Altonn asked about displaying the individuals nominated on the website. Altonn asked that individuals who nominated others also be displayed on the website.

5. National Oceanic and Atmospheric Administration (NOAA): Clark raised concerns about the involvement of the NOAA on the Project Advisory Council (PAC). Weiant noted that the PAC has no regulatory oversight of the process, as explained on the Imua Maunalua FAQ page on the website.
6. Exclusion of Stakeholders: Resident Makani Christianson from the Hunting Farming Fishing Association stated that the association does not support Imua Maunalua. Christianson and Robyn Jones from the Hawaii Kai Marina Community Association raised concerns about Imua Maunalua excluding stakeholders who live outside of the area. Weiant noted that those outside of the boundaries may provide input and participate through a working group.
7. Community Input: Resident Todd Carle noted the HKBC opposition to Imua Maunalua, and raised concerns about community input. Weiant noted that stakeholders were contacted, including the HKBC, and urged everyone to get involved in the process.
8. Democratic Process: Mitch Dolier, a volunteer for Malama Maunalua, commented that Imua Maunalua is trying to create a democratic process. Altonn suggested the deadline be postponed to the end of the year.
9. Nomination Process Continued: Clark noted that as President of the Hawaii Kai Marina Community Association (HKMCA), he suggests that Imua Maunalua rethink the nomination process and improve on the information flow to the community.
10. Progress: Chair Knudsen noted that Imua Maunalua is proposing a two-year planning and one-year implementation schedule, which has already helped to slow down the proposed NOAA plan. Chair Knudsen commented that those interested in the health of the bay should submit their nominations.

Chair Knudsen called a recess at 8:21 p.m. The meeting was called back into order at 8:25.

NEW BUSINESS:

Board Operating Procedures: Chair Knudsen read Board operating guidelines. A copy of the proposed guidelines may be found at the end of the minutes.

Comments followed:

1. Concerns on Limits: Grey and Salbosa raised concerns on limiting the discussion to specific Hawaii Kai matters during "Officials' Reports" and noted that some individual concerns should come before the Board, as they may impact other entities. Knudsen noted that the Board should be communicating to the City through Board action, and other personal matters should be communicated outside of the meeting. Reilly and Salbosa raised concerns about asking testifiers to consolidate remarks or speak through designated representatives.
2. Time Limits: Schreiner commented on the need to enforce time limits, being brief, and not raising personal issues. Altonn noted that there should be no flexibility if time limits are established. Chair Knudsen recommended that there be reasonable flexibility with time limits.
3. Community Input: Iwasa suggested that the community and officials should be able to provide comment. Chair Knudsen noted that it is an internal matter, but priority is to the community. Schreiner and Salbosa suggested that there be more time to review the board operating procedures.

Salbosa moved and Schreiner seconded the motion to defer the adoption of the Board operating guidelines to the November 2015 meeting.

Discussion followed: No Need for Adoption: Knudsen noted that the specific rules may not need to be formally adopted, that the current discussion on how to ensure efficient meetings was useful, and that in November members may choose to take no implementing action.

The motion to defer was ADOPTED by UNANIMOUS CONSENT, 13-0-0 (AYE: Altonn, Garvin, Grey, Iwasa, Jaxon, Knudsen, Lockard, Makino, Mayor, Reilly, Salbosa, Schreiner, Taamu-Miyashiro; NAY: none; ABSTAIN: none)

Discussion/Action on using the Neighborhood Plan's three-absences provision (Sec. 2-14-106) to vacate the at-large seat held by Elizabeth Reilly: No action was taken.

OFFICIALS' REPORTS

Mayor Kirk Caldwell's Representative: Tim Houghton, Deputy Director of the Department of Environmental Services (DES), reported the following: Lunalilo Home Road: The City will follow up on an ADA ramp request and the request to consolidate signage on Lunalilo Home Road.

Comments Followed: Tree Ownership: Grey raised a concern about a fallen tree near the Hawaii Kai Marina. Deputy Director Houghton noted that he will follow up on the tree ownership.

Councilmember Trevor Ozawa: Councilmember Ozawa reported the following:

- Bill 68: Bill 68 was introduced to require proposed bike lanes to receive City Council approval. The measure would place bike lanes within the City's public infrastructure map (PIM).
- Bill 66: At a City Council hearing, Iwasa testified that Bill 66 was not mentioned to the Board, however it was brought up to the Board, as reflected in the previous set of minutes.

Comments followed: Bill 66: Iwasa noted that the Board did not take action on Bill 66.

Senator Sam Slom: Senator Slom distributed a newsletter and reported the following: Maunalua Bay Issues: Senator Slom will continue to monitor the NOAA's involvement in Maunalua Bay issues.

Senator Laura Thielen: Senator Thielen circulated a newsletter and reported the following:

- Special Session: The Senate will hold a special session next week to consider three nominations to the state Circuit Court and the Honolulu District Court. Contact Senator Thielen's office to provide input on the judicial nominees.
- Grant-in-Aid and Budget: The process for applying for State Grants-in-Aid and information on the budget bill are outlined in the newsletter.
- Community Interns: Senator Thielen's office is seeking community interns for the upcoming legislative session.
- Maunalua Bay: Maunalua Bay needs attention; it is important that the community get involved in the process.

Representative Gene Ward: Tyler Humphries distributed a newsletter and reported the following:

- Spitting Caves: Representative Ward is working with the City and County to change the signage to prohibit jumping at Spitting Caves, with a \$500 fine imposed to violators.
- Small Business Administration (SBA): The SBA gave \$100,000 to UH Manoa and UH Maui for their student financial investment program.
- Monthly Beer and Coffee Summit: The next Beer Summit will feature Kelii Akina and will be held on Thursday, November 5, 2015 at 5:30 p.m. at the Kona Brewing Company. The Coffee Summit will be held on Tuesday, November 3, 2015 from 5:30 p.m. to 7:00 p.m. at Zippy's Koko Marina.
- Fellowship: Representative Ward's office is hosting a student fellow from Indonesia who is studying tourism in Hawaii.

Questions, comments, and concerns: Spitting Caves: In response to Altonn's question about enforcement at Spitting Caves, Humphries noted the signs would help as a deterrent. In response to Altonn's question about other areas of Oahu, Humphries noted that Representative Ward is requesting signage only for the Spitting Caves location. Altonn raised concerns about segregating Spitting Caves from other areas. Knudsen noted that the Revised Ordinances of Honolulu (ROH) must be amended to specify the location.

Representative Mark Hashem: Representative Hashem was not present; no report was available.

BOARD BUSINESS:

Creation of Board Committees and Members and Designation of Committee Chairs by Board Chair: Chair Knudsen read a list of potential committees: Transportation and Safety, Community Relations, Parks and Recreation, Education, Planning and Zoning, Communications, Environment, and Oahu Metropolitan Planning Organization (OahuMPO).

Discussion Followed:

1. Planning and Zoning: Reilly and Iwasa indicated that they would be interested in serving as members of the Planning and Zoning Committee. Chair Knudsen noted that he was not ready to designate a committee chair for the Planning and Zoning Committee.
2. Forming Committees: Chair Knudsen commented on the restrictions when formalizing committees with more than one member, as the operations of the committee is regulated by the Neighborhood Commission Office (NCO). Reilly clarified that according to NCO, each person who joins the committee must be approved by the Board. Schreiner indicated he would serve on committees and encouraged members to be a part of committees.

Reilly moved and Salbosa seconded the nomination that the Hawaii Kai Neighborhood Board No. 1 establish the following committees: Transportation and Safety, Community Relations, Parks and Recreation, Education,

Planning and Zoning, Communications, and Environment.

The motion was ADOPTED by UNANIMOUS CONSENT, 13-0-0 (AYE: Altonn, Garvin, Grey, Iwasa, Jaxon, Knudsen, Lockard, Makino, Mayor, Reilly, Salbosa, Schreiner, Taamu-Miyashiro; **NAY:** none; **ABSTAIN:** none)

Reilly moved and Garvin seconded the motion to appoint the following members to the committees: Transportation: Garvin; Community Relations: Jaxon; Education: Mayor; Planning and Zoning: Reilly and Iwasa; Environment: Salbosa

The motion was ADOPTED by UNANIMOUS CONSENT, 13-0-0 (AYE: Altonn, Garvin, Grey, Iwasa, Jaxon, Knudsen, Lockard, Makino, Mayor, Reilly, Salbosa, Schreiner, Taamu-Miyashiro; **NAY:** none; **ABSTAIN:** none)

Chair Knudsen appointed the previously named members to serve as chairs of their respective committees, with the exception of the members of the Planning and Zoning committee. Schreiner was designated as the OahuMPO delegate.

Approval of September 29, 2015 Regular Meeting Minutes: **Without objections, the Hawaii Kai Neighborhood Board No. 1 September 29, 2015, Regular Meeting Minutes were APPROVED as published.**

REPORTS:

Treasurer's Report: This item was deferred.

ANNOUNCEMENTS:

- Charter Commission Proposal Deadline: Iwasa announced that the deadline to submit proposals to the Charter Commission is Saturday, October 31, 2015. Call 768-5093 for more information.
- Next Regular Board Meeting: The next regular meeting of the Hawaii Kai Neighborhood Board No. 1 will be held on Tuesday, November 24, 2015, at 7:00 p.m. at the Hahaione Elementary School Cafeteria.
- Olelo Viewings: The Hawaii Kai Neighborhood Board No. 1 regular meetings are cablecast on Olelo channel 49 on the second Monday of the month at 9:00 p.m. and on the first and third Fridays of the month at 7:00 a.m. Current and past meeting videos can also be seen online at www.olelo.org/olelonet.

ADJOURNMENT: The meeting was adjourned at 9:32 p.m.

Submitted by: Jordan Ozaki, Neighborhood Assistant
Reviewed by: Rise Doi, Neighborhood Assistant II
Reviewed and Finalized by: Chairperson Greg Knudsen

Attachment:

Hawaii Kai Neighborhood Board Operating Guidelines (proposed Oct. 27, 2015; deferred to Nov. 24, 2015)

Hawaii Kai Neighborhood Board Operating Guidelines

For consideration and adoption on October 27, 2015 !! In order to run our meetings smoothly and efficiently, the following guidelines will be observed:

Start/End Time:

Members should be seated and ready to begin promptly at 7:00 p.m.

Meetings will end no later than 9:30 p.m., unless members give informal agreement (polled, but not an official vote) to extend to no later than 10:00 p.m.

For the regular meeting, doors to the meeting room should be opened by 6:15 p.m. to allow sufficient time for audiovisual and room setup.

All members should participate on a rotating basis in being responsible for key pickup and return, and room setup and restoration.

Time Limits and Frequency of Testimony, Reports, and Presentations:

Non-Members and Public Officials:

Time limits as printed on the agenda should be observed. A timekeeper may be assigned if needed.

Those printed limits may vary from meeting to meeting, depending on the agenda load.

Members of the public shall be allowed to provide testimony. However, if an issue generates a large turnout with the possibility of duplicative testimony, the chair may ask testifiers to consolidate their remarks and speak through designated representatives.

Reports by government agencies and public officials should focus primarily on information directly pertaining to Hawaii Kai. Other topics and details may be provided in written reports.

Presentations must stay within the time limit. Presenters must provide their own AV equipment and set up before the meeting begins. Following presentations, direction of the meeting returns to the chair.

Members of the public should testify only one time per issue. They may respond to questions and to any direct challenges to their testimony, but, barring new information, the chair may limit such exchanges. If time permits, the chair may allow reasonable flexibility regarding time limits and multiple testimonies.

Board Members:

All members are encouraged to participate in board discussions. After recognition by the chair to speak, members should follow limits similar to non-members and public officials on the duration and frequency of their testimony, questions, comments, reports, and announcements.

During "Officials' Reports," members should limit their comments to followup questions and avoid using the time to present lists of requests to the officials. Such member requests might better be handled by phone, email, letter, or speaking with the official outside of the meeting. Officials need to report back to the whole Board only on issues generated by action of the whole Board.

Other procedures and protocols pertaining to members are specified in the Neighborhood Plan